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MEMORANDUM FOR: Chief, FI
Chief, PP

ATTENTION: Training Liaison Officer

SUBJECT: Debriefing of Case Officers

1. As you know, we have been engaged in the last several months in a trial period of debriefing returning case officers for the purpose of providing information which will make it possible for the Assessment and Evaluation Staff to do a more satisfactory and adequate job of assessing men for overseas assignment.

2. We have found the information from the debriefings of considerable value to the A & E Staff and have arrived at a point where it is highly desirable to extend and formalize the means whereby this Staff can be assured a steady flow of debriefees.

3. The present arrangement has been on an informal and somewhat irregular basis. For the maximum utilization of our time and resources, it would be desirable to have returning case officers scheduled regularly. The hours can be specified later if the Division and Area desks agree to the request in principle. It is highly important that we restrict our debriefing to those persons who have had only one overseas assignment and whose principal duties overseas have involved contacts with agents.

4. Any assistance the Clandestine Services Training Committee may provide the Assessment and Evaluation Staff will be much appreciated.

SIGNED

MATTHEW BAIRD
Director of Training

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